

76-1130



THE CHIEF OF PROTOCOL
DEPARTMENT OF STATE
WASHINGTON, D.C. 20520

February 23, 1976

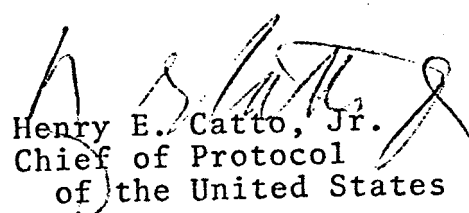
MEMORANDUM FOR HEADS OF ALL GOVERNMENT AGENCIES
AND DEPARTMENTS

SUBJECT WHITE HOUSE ARRIVAL CEREMONY FOR
HIS EXCELLENCY LIAM COSGRAVE,
PRIME MINISTER OF IRELAND,
AND MRS. COSGRAVE

On the occasion of the Official Visit to the United States of His Excellency the Prime Minister of Ireland and Mrs. Cosgrave, President Ford has asked me to invite those Government employees who wish to welcome our visitors to the arrival ceremony. It will take place on Wednesday, March 17, 1976, at 10:30 a.m. on the South Lawn of the White House.

Tickets of admission and detailed instructions are enclosed for those employees of your Department or Agency who may be spared from their duties to attend.

We hope that they will enjoy joining the President and Mrs. Ford in extending a warm welcome to our distinguished visitors.


Henry E. Catto, Jr.
Chief of Protocol
of the United States

Enclosures:

1. Instructions
2. Admittance cards
3. Record form

I-19

OFFICIAL VISIT TO WASHINGTON, D.C., OF HIS EXCELLENCY LIAM COSGRAVE
PRIME MINISTER OF IRELAND, AND MRS. COSGRAVE

I N S T R U C T I O N S

1. Employees are requested to arrive at the Southeast Gate of the White House, East Executive Drive, between 9:30 and 10:00 a.m., on Wednesday, March 17, 1976.
2. Please notify the Office of the Chief of Protocol, Mr. James Payne, 632-0255, if the name of the Control Officer at your Department or Agency has been changed.
3. Complete the enclosed list by typing each employee's name and number of his Admittance Card, and also print the name of each person on the corresponding numbered card using a felt pen or large type if a typewriter is used. (NOTE: Wives, husbands, and children may accompany employees but separate cards must be issued to them, and their names must be recorded on the card and list as indicated above.) Each individual is required to have an individually-numbered card. Admittance Cards are not transferrable.
4. The completed lists must be addressed and delivered to the Protective Support Division, U.S. Secret Service, 1310 L Street, N.W., Suite 400, Washington, D.C., by 5:00 p.m. on Monday, March 15, 1976. All unused cards must be returned with the list. NO ONE IS AUTHORIZED TO KEEP ANY EXTRA ADMITTANCE CARDS. All must be accounted for.
5. Additional cards may be obtained from the Protective Support Division, U.S. Secret Service, telephone 395-4073 or 395-4074. All inquiries in this connection should be directed to that office.

INCLEMENT WEATHER ARRANGEMENTS

6. In the event of inclement weather, the ceremonies will be held indoors-- which will preclude the attendance of the Government employees. Control Officers may wish to confirm this with the Office of Protocol by telephoning on the morning of the event. In any event, the Departments and Agencies will be informed as soon as possible after the decision is received from the White House. (If a determination is made to cancel the outdoor ceremony, the Southeast Gate cards will be void.)

Protocol
2-23-76

TRANSMITTAL SLIP		DATE 27 Feb 76
TO: Helen/O/D/Pers		
ROOM NO.	BUILDING	
REMARKS: Per your request. ER Eunice		
FROM:		
ROOM NO.	BUILDING	EXTENSION